



HAMILTON COUNTY LOCAL EMERGENCY PLANNING COMMITTEE

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MEETING MINUTES

LEPC Meeting Minutes, November 11, 2009

A meeting of the Hamilton County Local Emergency Planning Committee (LEPC) was held on November 11, 2009 at The BASF Corporation, 3805 Amnicola Hwy, Chattanooga, TN. The following constitutes the minutes of that meeting.

Those in attendance were:

Larry Martin, McKee Foods **Chairman**
Wayne Stuntz, HCES, **Secretary**
Chris McCormick, SRT Safety **(V/Chair)**
David Darnell, BASF
Mike Edwards, McKee Foods
Robert McCain, Chatt. Gas
Michael Poe, SOFIX Corp. **(V/Chair)**
George Sivils, Invista
Kevin Davenport, Invista
Karen Dale, Invista
Mark Starrett, Chattanooga Gas
Wayne Gann, Hamilton Co. Parks
Barry Wilson, Magellan Terminal
Bill Tittle, Chief, Emer. Mngt.
Mike Anthony, City of Chattanooga
Demetria Ruffin, Orchard Knob Elem.
Girsh Patel, Akzonobel **(V/Chair)**

Marian Bernal, QVS Inc.
Victor Waighter, City of Chattanooga
Mike Blankendaal, Magellan Terminal
Bruce Garner, CFD **(V/Chair)**
Jim Wigley, Hamilton Co. Parks
Scott Poe, Invista
Gerald Clayton, Invista
Susan Holmes, TN American Water
Mark Zinnanti, TN American Water
Jamie Farrow, SIAG Aerisyn
Nathan Warren, Highway Transport
Tim Hoback, City of Chattanooga
Nathan Hollingsworth, NA Ind. **(V/Chair)**
John Leach, HEPACO **(V/Chair)**
Dusty Rominger, W.R. Grace
John Bennett, JIT Terminals **(V/Chair)**

Introductory Remarks: Chairman Martin began by welcoming all in attendance and asked for personal introductions. Chairman Martin then asked if there was anyone in attendance who wished to become an LEPC member.

- Although a prior LEPC member with Pilgrim's Pride, Ms Jamie Farrow, now with SIAG Aerisyn, asked that SIAG become an LEPC member. Chairman Martin asked for a motion—Bruce Garner made motion to accept, seconded by Chris McCormick. No further discussion, motion carried.

Old Business

Approval of Minutes for Last Meeting:

Chairman Martin asked members in attendance if they had received the Sept. 9, 2009 meeting minutes. All in attendance indicated that they had.

Chairman Martin asked if there were any corrections/additions or comments to discuss on those minutes. There being none, motion to approve was made by Mr. George Sivils, seconded by Mr. Bruce Garner. There was no further discussion, motion carried.

Financial Report:

Secretary Stuntz read the LEPC Financial Report covering the period Sept 1, 2009 through Oct 30, 2009. The Secretary said the current balance is: \$13,028.23. Mr. Stuntz reminded members that the LEPCs still has \$15,000 in a CD in the Bank of America. Chairman Martin asked for a motion and a second to approve the financial report as read. Motion made by Ms Jamie Farrow, seconded by Mr. Dusty Rominger. No further discussion, motion carried.

Other Business:

Due to the LEPC meeting being hosted by the BASF Corporation in conjunction with their Annual CAP meeting (for which the LEPC was invited to attend), Chairman Martin said that he would first cover the LEPCs "Other Business" before getting to "New Business" per the meeting agenda.

- First, he told the Committee that in late October, BASF asked the LEPC if we wished to participate in their Global Safety Day, November 5, 2009. Agreeing to do so, the LEPC set up a booth at BASF on Amnicola Highway. A TV/DVD player was used to show two videos—EPAs "LEPC's Guarding the Safety of Your Community" and Hamilton County's "Emergency Response". Approximately 50 DVD's and equal amounts of the Hamilton County LEPC refrigerator magnets (depicting Shelter-in-Place Procedures) were handed out. It was a great success.
- Chairman Martin said that it is now time to replenish our supply of the DVD videos since most were handed out during the BASF safety event. He said that the cost estimate is \$1.75 per copy and purchase of 100 copies would cost \$175.00.
- Chairman Martin told the Committee that we also have a need to purchase a new TV/DVD Player—the old LEPC's TV, with built-in VHS capability, quit working. He said that a new TV/DVD Player replacement would cost in the neighborhood of about \$100.00.
- Chairman Martin asked for a motion for the LEPC to purchase a TV/DVD combo and 100 copies of the LEPC DVD videos. After a brief discussion, Bruce Garner suggested that a limit, not to exceed \$350.00 be set to purchase both items. Mr. John Bennett made a motion to purchase both the TV/DVD combo and the 100 LEPC videos not to exceed \$350.00. Ms Jamie Farrow seconded the motion, there being no further discussion. Motion carried.
- Chairman Martin mentioned that the LEPC's tablecloth used at the BASF Global Safety Day was somewhat bulky for a standard table and recommended that we look into the cost of purchasing a smaller one and discuss it at our next meeting.
- Chairman Martin said that during the previous Executive Committee meeting, the Committee had agreed to send out the "Request for Donations" letter to companies in Hamilton County that are required to report Tier II reports.

Chairman Martin said that the letter would most likely go out at the beginning of the year.

New Business:

Following the LEPC meeting, Chairman Martin introduced Mr. Rob Gagliano, BASF Site Manager who welcomed all in attendance and introduced members of his staff. BASF, who hosted the joint BASF Community Advisory Panel (CAP) / LEPC meeting, provided lunch and the “program” for this meeting—thus, the “New business” portion of these minutes.

The program focused on a unique Hazardous Materials Railcar Simulator built by BASF and named “Mr. T.” Following the BASF CAP orientation (which thoroughly covered BASFs involvement in the community), attendees were treated to a tour of the railcar Mr.T.

Date and Location of Next Meeting:

The next meeting is scheduled for January 13, 2010, 10:30 a.m. at Wally’s Restaurant, 6521 Ringgold Rd, East Ridge, Tennessee.

Meeting Adjourned

Respectfully Submitted,

/S/
Wayne Stuntz,
LEPC Secretary, Treasurer
& Tier II Coordinator